



Campus-Supervised Internship Summary Report and Validation

Directions: This Campus-Supervised Internship Summary Report is for your use as a planning worksheet. As you plan out the campus-supervised Internship hours, do the following:

- Include at least one campus-supervised activity under each competency.
- Make sure your campus-supervised activities total a minimum of 140 hours as specified in the following domains:
 - Domain I School Community Leadership: minimum of 46 hours
 - Domain II Instructional Leadership: minimum of 62 hours
 - Domain III Administrative Leadership: minimum of 32 hours

		Brief Description of the Activity	Date of the Activity	Internship Hours
Domain I: School Community Leadership	Competency 001	Our goal is to find ways to make our Professional Learning Communities (PLCs) more relevant and effective. We want all members to actively share, participate, and lead PLCs. We also want our campus to have the shared vision that effective PLCs will increase student achievement and allow educators to grow professionally. The goal of our PLCs is to enhance our effectiveness as professionals so that students benefit. Action Inquiry: What can we do to make PLCs more relevant and effective on our campus?	February 2011 & March 2011	4
		Located and disseminated current research in educational technology and campus <i>vision</i>. Collaborated with staff and stakeholders to create a campus <i>vision</i> that provided ownership and buy-in.	May 2011 & August 2011 & October 2011	17
	Competency 002	Conducted a needs assessment for the campus and classrooms. Created partnerships with local businesses to assist with campus and classroom needs. Provided job-embedded	November 2010 & November 2011 &	18

Competency 003	training and provided on-going, in-class support to teachers based on campus and classroom needs.	December 2011	
	Create an interactive student and teacher website. Include a links page that will promote professional development and integration of technology into Core Curriculum.	October 2010	8
	Create staff and parent email groups in order to communicate with parents and staff. Send out weekly emails to parents and staff.	October 2010 & March 2011 & October 2011	6
	Recommend and demonstrated use of appropriate technology resources to promote safe and healthy use of technology (Acceptable Use Policy). This was accomplished via email, class website, professional development, in-class support, video tutorials, and upon teacher request.	October 2010 Through October 2011	21
	Design and create a digital instructional units for students. Units will teach about copyrights, CyberBullying, and how to appropriately communicate in digital environments (Acceptable Use Policy). <i>On the Spot</i> videos will also be created to reinforce Core Curriculum.	October 2010 & March 2011 & October 2011	11
	Required Hours for Domain I: minimum of 46 hours	Internship Hours for Domain I	85

Domain II: Instructional Leadership	Competency 004	Designed two technology-integrated curriculum units for using research-based decisions; incorporating student assessment tools; collaborated with and mentored other teachers.	December 2011	8
		Use Reasoning Minds with students to integrate technology, problem-solving, and math curriculum. Evaluate and assess student performance based on TEKS.	November 2010 Through May 2011	35
		Research ways to improve our TELPAS/RPTE ratings. Collaborate with staff and district to analyze methods for improvement. Attend training on TELPAS/RPTE. Prepare computers, teachers, and students for online TELPAS/RPTE testing and administer the test.	February 2011 & June 2011	8
		Created Professional Development lessons over ICORE, Exceeds, & Mydata Portal.	November 2010 & December 2010	5
	Competency 005	Used resources from the District & Region 10 to support ongoing professional growth related to technology. Attended Region 10's Annual Technology conference.	February 2011 & March 2011 & October 2011	11
		Developed a Moodle site for teachers to collaborate on lesson plan development, technology integration, and professional development.	December 2011	7

	Competency 006	Attend and provide professional development on using Web 2.0 & 21 st Century technology tools; serve as the Technology Integration Mentor for campus & teacher support. Research and subscribe to technology and school administrator RSS feeds & journals.	December 2011	8
		Modeled the use of wordle & quizlet.com and showed how to integrate those resources into Core Curriculum.	November 2010 & December 2010	3
	Competency 007	Recruited 2 teachers to participate in my online wiki. Created a team activity to allow collaboration over current technology and how to use our campus technology effectively.	July 2011	8
		Collaborated with students, staff, district, and community on technology integration and related issues to technology. Collaborated with stakeholders through SBDM and CILT to solve campus-based problems.	October 2010 Through October 2011	47
		Required Hours for Domain II: minimum of 62 hours	Internship Hours Earned for Domain II	140

Domain III: Administrative Leadership	Competency 008	Created, maintained, and updated the Campus Instructional Calendar using Google Calendar. Developed a flexible schedule for technology integration. Created a Master Schedule to effectively allocate resources and personnel. Developed and implemented proposals and grant requests that allowed our campus to improve student achievement.	April 2011 Through November 2011	27
		Created a Summer Planning Team and allocated funds for the collaborative sessions.	May 2011	6
	Competency 009	Reviewed the Acceptable Use Policy (AUP) & Copyright Laws with campus. Created a proposal for a campus-based technology committee, to include District Technology Department, Campus Administrators, Technology Integration mentor (TIM), Campus Based Technician (CBT), Librarian and teachers from a variety of disciplines. Meet regularly to discuss research-based decision-making, appropriate budgeting, projects, and goals. Implemented projects to improve classroom & campus technology integration under strict budget constraints.	January 2011 Through November 2011	12
		Design and create a digital instructional units for students. Units will teach about copyrights, CyberBullying, and how to appropriately communicate in digital environments.	October 2010 & March 2011 & October 2011	11

		Provided test coordinator and RtI assistance to staff and students. Participated in and facilitated SST, SBDM, FAC, and other student support committees.	October 2010 through December 2011	48
		Required Hours for Domain III: minimum of 32 hours	Internship Hours Earned for Domain III	104
			Total campus-supervised hours	329

Signature: 

Date: March 7, 2012

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